

26 November 1958

MEMORANDUM FOR: Members of Board of Directors, GENA, Inc.

SUBJECT: Amendment to GENA, Inc. By-Laws

1. Pursuant to Article VIII, Section 1, of the By-Laws of GENA, Inc., the following amendment is forwarded for your consideration at least seven days before the next Board meeting.

BE IT RESOLVED, That the following amendment is hereby made to the GENA, Inc. By-Laws, by deleting Article VI, Section 1, which reads as follows:

The Officers of the corporation shall be:
a President, who may also be a director; a Vice-president; a Treasurer; a Secretary; all of whom shall be elected by the Board of Directors and must be members and Staff Employees. Any two of these offices may be held by one person, except that one person may not hold both the office of President and Vice-president concurrently. The Board of Directors in its discretion may also elect an Assistant Secretary. Unless sooner removed by action of the Board of Directors, resignation or death, the officers elected at the first meeting of the Board of Directors after each annual meeting shall hold office for one year or until the election of his successor.

And substituting in lieu thereof the following Article VI, Section 1:

The Officers of the corporation shall be:
a President, who may also be a director; a Vice-president; a Treasurer; a Secretary; all of whom shall be elected by the Board of Directors and must be members and Staff Employees. Any two of these offices may be held by one person except that one person may not hold both the office of President and Vice-president concurrently. The Board of

Directors in its discretion may also elect an Assistant Secretary and an Assistant Treasurer. Unless sooner removed by action of the Board of Directors, resignation or death, the officers elected at the first meeting of the Board of Directors after each annual meeting shall hold office for one year or until the election of his successor.*


Chairman of Board, CSEA, Inc.

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**MEMORANDUM FOR: Chairman, Board of Directors,
GEHA, Inc.**

**SUBJECT: Signatures on the GEHA
Bank Account**

1. In order to facilitate administrative procedures and the signing of checks in the event that several of our present officers are on leave or are called out of the city, it is suggested that the following be accomplished by resolution of the Board of Directors:

That [] be made Assistant Treasurer in lieu of her present position as Assistant Secretary-Treasurer, and that [] [] be made Assistant Secretary.

2. This will allow any two of five officers to sign checks and will eliminate the situation which has arisen several times when, for unforeseen circumstances, three of the present four officers were not on duty.

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[]
President
GEHA, Inc.

CONCUR:

Director of Personnel

Distribution:

- O & 1 - Addressee
- 1 - Director of Personnel
- ✓ - Insurance Branch
- 2 - BCD

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Benefits and Casualty Division/OP

DATE: 3 November 1958

FROM : Chief, Insurance Branch/BCD/OP

SUBJECT: GEHA Accounting Procedures

See Accounting Procedures file

1. So that the recommendations included in memorandum, dated 7 October 1958, from the Chief, Technical Accounting Staff, to the Deputy Comptroller, on the above subject, may be carried out, it is recommended that permission be granted to close down the Cashier's Office on 21, 22, and 23 January 1959.

2. This closing down is necessitated so that the subsidiary ledger cards may be analyzed to determine the amount held for each account as of the balancing date, so that we will have a working basis from which to start when operations commence under the proposed IBM plan for reconciling records.



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3 November 1958

Mr. A. W. Randall
Assistant Vice President
Mutual of Omaha
Omaha, Nebraska

Dear Al,

Joe sent me over a copy of your letter of October 28th. I am sorry my letter caused you some concern because I did not mean to imply any dissatisfaction with the handling of our programs.

My sole purpose was to record the main points covered on our visit, solely for the purpose of follow up and so I would not forget what they were.

As a matter of fact there is a funny side to this. I wrote the letter except for the last paragraph. I was called out and asked [] to add a final paragraph of "flowers" to finish it off. When I signed the letter I do not remember whether I read it or not.

So please be reassured we are happy and we will be looking forward to your next visit. Oh, yes we will continue to handle 10-Up as we have in the past.

Very truly yours,

STATINTL

3 November 1958

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Very truly yours,

cc? []

Distribution:

O & 1 - Addressee

1 - []
2 - BCD

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HOME OFFICE OMAHA NEBRASKA

October 28, 1958

Joseph E. Jones Agency
Washington, D.C.

Re: Government Employees
Health Association

Dear Joe:

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When [redacted] were in the Home Office recently, we told them that it would take approximately 30 to 45 days to draw up the final statement on the last year's experience for the Group Life program. It so happens that we are working on this matter currently.

One of the items that has delayed our final calculation is that we have been thoroughly checking all of the "so called" disability cases under the Life program. Thorough investigation has been ordered on each and in some instances, we are having our own physician check those who have made claim for waiver of premium under this provision. I am certain that the Government Employees Health Association would want to have us thoroughly check these cases in the manner just outlined.

We had agreed to send the Association a list of the conversions and this list is currently being compiled. In regard to notifying them of future conversion cases, we would like to do so on the annual accounting date rather than as they occur, because this would cause us considerable difficulty from the administrative point of view.

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I spoke with [redacted] in regard to the payment of the premium under the 10-Up program. [redacted] indicated that he had agreed to let these people continue the payment of premium on the basis they are currently handling the matter. Specifically, the rate change should be made on the Life premium in the month in which the individual has his birth date. We have set up our records to notify the Government Employees Health Association 2 months prior to the birth date of the individual so that adequate notice can be given of the premium change. If they do not wish to continue such

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premium payments in the manner they have been currently handling the case, please let us know.

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The last paragraph of [] letter caused me some concern. He indicated that some problems existed between their group and our Home Office. I had not felt that such problems existed, and if you have any further information which may indicate they are dissatisfied with the handling of this program in any way, I would certainly appreciate hearing from you.

Yours sincerely,

[]
Assistant Vice President

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